

SUSTAINABLE BURBANK TASK FORCE
March 21, 2011 MINUTES

I. CALL TO ORDER:

The meeting of the Sustainable Burbank Task Force was held in the Burbank Police Department Community Room, 200 North Third Street, on the above date. Ms. Sharon Springer, Chair, called the meeting to order at 4:38 p.m.

II. ROLL CALL:

Members Present:

Jeff Catalano
Emily Gabel-Luddy
Mark Hardyment
Dr. Maureen Kellen-Taylor
Rita Khechumyan
Cynthia La Camera
James Smith
Sharon Springer (Chair)
Tom Steele

Members Absent:

Nicholas de Wolff
Geoffrey Folsom
Wendy James
Ken Lewis (Vice Chair)
Lisa Rawlins
Jef Vander Borght

Council Members and Staff Present:

Dave Golonski – Council Member, City Council
Anja Reinke – Council Member, City Council
Bonnie Teafor – Public Works Director, Public Works
Sherry Richardson - Administrative Officer, Public Works
Kreigh Hampel – Recycling Coordinator, Public Works
Ferris Kavar – Recycling Specialist, Public Works
Jan Bartolo – Deputy Director, Park Services, PR&CS
Mary Riley – Sr. Assistant City Attorney, City Attorney's Office
Jacqui Batayneh – Recording Secretary, Public Works

III. ORAL COMMUNICATIONS:

(Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Task Force. The Task Force has adopted rules to limit oral communications to 2 minutes; however, the Task Force reserves the right to extend this time period.)

A. Public:

Burbank resident, Robert Rush, expressed concerns regarding green lawns and water shortages in the City. Mr. Rush attended Brad Lancaster's Rainwater Harvesting presentation in Pasadena and suggested planting native drought resistant gardens in Burbank, beginning with Screenland Drive, to coincide with its upcoming sidewalk construction. Mr. Rush encouraged the Task Force to attend the presentation in order to fully appreciate the benefits of native plants and their potential to substantially reduce residential water costs and promote sustainability in the City.

Jill Gardner, representative from the 2011 Leadership Burbank class, stated that this year's project, "Leaf Your Legacy," will raise sustainability awareness. Ms. Gardner introduced Ferris Kavar, Recycling Specialist, and distributed a flyer titled "Leaf Your Legacy," attached as part of these minutes. Mr. Kavar stated that the project will celebrate the Burbank Centennial and help create economic, environmental, and social

benefits in the City. The class is asking residents and businesses in the community to sponsor a single tree for \$200 or a small grove for \$1,000. One hundred sponsors will receive a certificate and be commemorated on a monumental plaque displayed in the designated Leadership Burbank's Centennial grove. The funds will be used to purchase and plant the trees, promote education, and cultivate the next generation of leaders through the Leadership Burbank program. The goal of the 2011 Leadership Burbank class is to plant 100 trees in the City by May 18, 2011. Mr. Kavar asked the Task Force for help in finding viable plots in Burbank to plant trees that will increase the tree canopy and expand the tree planting programs already offered by the City. The Task Force asked questions of Mr. Kavar and engaged in a brief discussion.

B. Task Force Members:

Mr. Golonski thanked the Leadership Burbank class for their work and for providing the Task Force with information about their project. Mr. Golonski also gave a brief update on the uncertainty of Redevelopment Agency funds. As part of the California State budget, one of the proposals is to eliminate Redevelopment Agency funding. A number of projects, such as Olive Avenue Streetscape and Johnny Carson Park, are significantly at risk if Agency funding is eliminated. Negotiations are currently taking place and an alternative proposal is under review. Mr. Golonski stated that the Redevelopment Agency owes the City \$63 million in loans. There is a possibility that these loans may not be returned, which could have a major impact on funding for infrastructure projects in the City.

C. Staff Communication: None

IV. APPROVAL OF MINUTES:

Mr. Steele moved and Ms. Gabel-Luddy seconded, to approve the minutes from the February 28, 2011, meeting. The motion was approved by all present.

V. SUBCOMMITTEE REPORTS AND PRIORITIES DISCUSSION:

- A. Mr. Smith, on behalf of the Water Subcommittee, reported that each Subcommittee member has been assigned a specific task and the group continues to meet every other Friday. Mr. Smith has been tasked with reviewing the Johnny Carson Park RFP and invited PR&CS staff to attend the next Water Subcommittee meeting to discuss the direction of the park's design. Ms. Bartolo stated that staff is currently modifying the proposal to include a revised scope with expanded cost and will seek Council approval on April 5, 2011. The Subcommittee is also working on a stormwater master plan with Public Works staff and is discussing ideas for a green symposium with the Burbank farmer's market as a possible venue. The Subcommittee met with Councilman Bric and hopes to meet individually with other Council members to continue outreach. Mr. Golonski informed the Task Force that the Lake Street demonstration project will be complete in approximately thirty days.

Mr. Golonski excused himself from the meeting, and Ms. Reinke was not yet present, during discussion about the meeting with Councilman Bric.

- B. Ms. Reinke, on behalf of the Public Outreach Subcommittee, reported that the last Subcommittee meeting was cancelled. Mr. Steele reported that the Subcommittee met in February and discussed working closely with business partners and groups, such as the Chamber of Commerce, on sustainability items. The Subcommittee discussed organizing the website so that it is less cumbersome, and possibly putting together a website design proposal. Mr. Golonski suggested having Subcommittees post sustainability related updates on the website. Ms. Reinke stated that all items posted to

the website must be monitored for appropriate content. The Task Force engaged in discussion and agreed to further discuss website options at the April SBTF meeting. Mr. Golonski suggested reviewing the elements of the Action Plan and placing the 2011-2012 Task Force goals on the April SBTF agenda.

- C. Mr. Hampel, on behalf of the Zero Waste Subcommittee, gave a brief update on the actions of the California Product Stewardship Council (CPSC). The CPSC is currently reviewing agenda bills for take back program proposals that include alkaline and disposable batteries, carpet recycling, and paint recycling. The programs would be funded and administered by the manufacturers.
- D. Mr. Golonski, on behalf of the Energy Subcommittee, reported that the Subcommittee has not met since the last SBTF meeting. The cooler roof item is still a work in progress and is scheduled to return to Council in the next two or three months. BWP is installing solar panels along Lake Street and is also working with the airport on a large solar installation project at the Regional Intermodal Transit Center. IKEA and Costco are also installing solar panels. Mr. Golonski reported that there is no progress on Agenda Bill 811 (AB 811). The Task Force engaged in a brief discussion.
- E. Ms. Gabel-Luddy, on behalf of the Mobility & Urban Design Subcommittee, reported that the Subcommittee is focusing on meeting with Council members to have more in depth conversations about how sustainability can be affordable. The Subcommittee is also focusing on the implementation of the Bicycle Master Plan. Mr. Golonski asked about the status of the shade trees in commercial parking lots item. Ms. Gabel-Luddy informed the Task Force that the standards for commercial parking lots are being re-examined, and to date, the Subcommittee has not received any feedback. Ms. Gabel-Luddy discussed developing a database that would provide visual results from Burbank residents that planted a more sustainable landscape and asked the Task Force if they would like to support this project. Mr. Golonski suggested that the Water Subcommittee review the idea and develop a proposal for the Task Force to consider.
- F. The Olive Avenue Streetscape Subcommittee did not meet since the last Task Force meeting.

VI. PALM AVENUE RECYCLING STATION UPDATE:

Kreigh Hampel, Public Works, stated that on February 28, 2011, the conditional use permit for the Palm Avenue Recycling Station was denied and an appeal to the City Council is in process. Ms. Gabel-Luddy reported that the nearby property owners were opposed to the proposed site, as they were concerned about traffic congestion and the unsightly appearance of the property. Ms. Gabel-Luddy suggested that the operation be limited to either the recycling of computers, batteries, and light bulbs, or mulch distribution. Ms. Gabel-Luddy also recommended that the proposed recycling station revise its hours and days of operation to alleviate congestion on Palm Avenue during peak business hours. The Task Force engaged in discussion.

VII. COUNCIL OUTREACH OPTIONS DISCUSSION:

Ms. Springer provided the Task Force with a Burbank farmer's market schedule, attached as part of these minutes, and suggested that Task Force members choose one Saturday per month to reach out to the community, answer questions about sustainability, and provide information on a specific topic.

Ms. Springer asked the Task Force if they had any more ideas related to Council outreach and stated that meeting with individual Council members would be beneficial. Ms. Teaford reminded the Task Force that the group cannot discuss what was said by individual Council members with other Council members, but can discuss the message of the SBTF, provide

education, and discuss the current focus of the Task Force and Subcommittees. Mr. Golonski suggested including the Council outreach topic as part of the SBTF 2011-2012 goals for the April agenda. The Task Force agreed to discuss the item at the April meeting.

VIII. CHANGE TASK FORCE TO SUSTAINABILITY COMMISSION DISCUSSION:

Ms. Teafora reported that at the March 1, 2011, City Council meeting, the Council directed staff to take the idea of making the Task Force into a commission back to the SBTF. Ms. Teafora stated that the name change may give the Task Force more of a sense of permanence. Task Force members asked if boards and commissions are different than a task force. Ms. Teafora stated that the boards and commissions established in the Charter are different from those that are established by Council resolution. Ms. Gabel-Luddy stated that Burbank has many established commissions with a key mission. The Task Force has only been in existence for two years, and it has taken time to become acquainted with individual members, define goals, create Subcommittees, and begin having an effect on City policies. Mr. Golonski stated that the Task Force is unique since its responsibilities overlap with those of other boards and commissions, with review authority varying between boards, commissions, committees, and task forces. Mr. Smith stated that he would like the Task Force to be a more formal, permanent body. Ms. Springer suggested including this item in the 2011-2012 Task Force goals for the April meeting agenda. The Task Force engaged in discussion and agreed to further discuss the name change idea at their Subcommittee meetings and return to the group with their feedback.

IX. SYMPOSIUM IDEA – ADDITIONAL REPORT & DISCUSSION:

Ms. Gabel-Luddy suggested that the group organize an outreach symposium that would provide ideas for simple, effective, and inexpensive ways to reduce energy costs for both contractors and Burbank residents. Mr. Golonski stated that the Water Subcommittee has been discussing various options for a symposium and would like approval from the Task Force to develop a pilot plan. The group engaged in a brief discussion.

Ms. Gabel-Luddy moved and Mr. Hardyment seconded, to have the Water Subcommittee further discuss and refine ideas for a symposium concept and return to the Task Force with proposals. The motion was approved by all present.

X. ADJOURNMENT:

The meeting was adjourned at 6:37 p.m. The next regularly scheduled meeting will be held on Monday, April 18, 2011, at 4:30 p.m. at the Burbank Police Department Community Room, 200 North Third Street.

Respectfully submitted,

Bonnie Teafora, Public Works Director
BT: jb

*Attachments:

Leaf Your Legacy
2011 Events Schedule for BCFM